

Holistic Ethical Culture at Air University

Promotion of a Holistic Ethical Culture at Air University

At Air University, the Director Human Resources (HR) serves as the Organizational Performance Indicator (OPI) for fostering and promoting a holistic ethical culture across the institution.

The HR Directorate plays a pivotal role in embedding ethics and integrity into the university's fabric through the development and enforcement of policies, awareness campaigns, and training programs. Under the guidance of the Director HR, initiatives are taken to:

- Promote ethical behavior among faculty, staff, and students through clear codes of conduct and professional standards.
- Ensure transparency and fairness in recruitment, evaluation, and promotion processes.
- Organize workshops, seminars, and awareness sessions on workplace ethics, anti-harassment policies, equity, and inclusion.
- Foster a work environment that values mutual respect, accountability, diversity, and professional growth.
- Collaborate with academic and administrative departments to integrate ethical values into decision-making, leadership, and day-to-day operations.

At Air University, integrity is upheld through consistent, periodic assessments of policies and processes. The institution is committed to protecting and enhancing integrity by continuously improving systems and practices. The ethical culture of the University is guided by the following core attributes:

Key Attributes of Integrity:

- a) Upholding high standards of integrity through fair, transparent, and impartial practices in the hiring, retention, and dismissal of employees.
- b) Ensuring an efficient, well-publicized grievance redressal system for students.
- c) Preventing conflicts of interest, and where they arise, addressing them through effective mechanisms.
- d) Promoting strong ethical practices and respect for individuals.
- e) Guaranteeing equitable and appropriate treatment of all stakeholders in planning and policymaking.
- f) Embedding practices that safeguard intellectual property rights.
- g) Creating an inclusive environment for students, faculty, and staff that fosters mutual respect for diverse perspectives and backgrounds.

- h) Practicing transparency and openness in public relations, announcements, and all forms of public information sharing.
- i) Conducting regular assessments of policies, implementation procedures, and practices to reflect integrity and provide factual reporting.

Committees and Offices for Grievance Redressal

Air University has established dedicated committees and offices to address complaints and grievances of students, faculty, and staff.

1. Discipline Committee

- Handles serious disciplinary matters involving students.
- Comprises three members nominated by the Vice Chancellor or Senior Dean.
- Provides the student a fair opportunity to present their case, including statement submission and cross-examination.
- Recommendations are submitted to the Vice Chancellor for final approval.

2. Unfair Means Committee

- Reviews cases involving the use of unfair means during examinations.
- The Committee comprises three members nominated by the Vice Chancellor, upon recommendation from the Senior Dean.
- The tenure of members is one year unless extended. Temporary replacements may be appointed when needed.

Penalties for Unfair Means

- Grade 'F' in subject (individual or group).
- Downgraded grades or monetary fine (Rs. 5000/-).
- Confiscation of electronic devices.
- Warning letters.
- Disqualification from scholarships or fee concessions.
- Expulsion or termination depending on the severity.

Harassment Monitoring Cell (HMC)

Established in March 2011, the HMC aims to provide a harassment-free environment for all university stakeholders.

- Headed by a Harassment Monitoring Officer (HMO).

- Complaints may be received directly or through departments/faculty.
- The HMO liaises with the VC, AU Psychologist, or relevant officials for resolution.

Resolution Mechanism:

- Informal: Handled without written records to protect confidentiality.
- Formal: Written complaints are addressed in a hearing. Records of such cases are maintained and filed accordingly.

Mechanisms to Safeguard Against Conflict of Interest

Conflict of interest situations, whether internal or external, are managed through structured mechanisms at both the university and departmental levels.

At the University Level:

- a) Implementation of uniform policies and regulations.
- b) Oversight by the Registrar's Office to ensure smooth and conflict-free operations.
- c) University Functional Committee (UFC) addresses decision-making conflicts among departments.
- d) Event-specific mechanisms such as neutral bodies during annual events (e.g., referees and observers) to handle disputes impartially.

At the Department Level:

The Dean's Office follows an open-door communication policy to resolve faculty and staff conflicts.



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